
	<p>रक्षा लेखा नियंत्रक का कार्यालय, गुवाहाटी उदयन विहार, नारंगी, गुवाहाटी-781171          OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS,          UDAYAN VIHAR, NARANGI, GUWAHATI: 781171.          फैक्स/FAX:0361-2640204 फोन/Ph:0361-2640394,2641142</p>	
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सं/No. AN/1C/SAS/Part-II/Dec/2016

दिनांक/Date: 30/12/2016

सेवा में /To

The Officer-in-Charge,  
 1) E- III Sec. (M.O. CDA Ghy)  
 2) AO GE (AF) Tezpur

**विषय/Sub:** Provisioning of SAS Apprentices/SA/Adr/DEO/Stenos/Clerks-December, 2016 to the regular vacancies of AAOs.

**संदर्भ/Ref:** HQrs office letter No. AN/IX/9011/1/SAS-II/Dec/2016 dt 29/12/2016.

It has been decided by HQrs Office to invite option for choice stations in the enclosed Annexure-'A' from the SAS Part-II Examination, December 2016 qualified candidates for timely provisioning of successful candidates.

It may also be clarified to the candidates that opting for three choice stations may not be construed as right for posting to one of these stations. However, efforts would be made to accommodate them to the extent administratively feasible. The individuals seeking retention at the same station or seeking transfer to their choice stations on medical grounds may be advised to submit proper medical certificate (and not copies of prescriptions and test reports) from the attending specialist, clearly bringing out the disease, since when suffering from and present status etc.

Proforma to be submitted, duly filled in, by the successful candidates is attached herewith as 'Annexure-A'.

It is requested to obtain the representation/requests and forward the same by FAX/Speed Post so as to reach this office latest by 03/01/2017 positively enabling this office to transmit the same to HQrs. Office in time.

This may please be accorded TOP PRIORITY.

संलग्नक/ Enclo: यथोपरि /As stated above.

— Fox/sd —

(एच.बी. दत्ता/H.B. Dutta)

व. लेखा अधिकारी (प्रशा)/ Sr.AO (AN)

प्रतिलिपि प्रेषित/Copy to :

The Officer in Charge,  
 EDP Sec. (Local)

For uploading in CDA Guwahati website.

हिन्दोल दत्ता

(एच.बी. दत्ता/H.B. Dutta)

व. लेखा अधिकारी (प्रशा)/ Sr.AO (AN)

**SAS Part-II passed candidate's application format  
(Original copy to be forwarded to HQrs Office)**

01	Roll No. (SAS Part-II Dec' 2016)					
02	GENDER(Male/Female)					
03	NAME					
04	GRADE					
05	Account No.					
06	Date of Birth					
07	DATE OF APPOINTMENT (DAD)					
08	DATE OF PROMOTION(As Auditor/Sr. Auditor)					
09	CATEGORY viz. Gen, OBC, SC,ST etc. ( Mandatory)					
10	HOME TOWN (Specific District as per Service Record & not Village or State) If DAD office not available at Home Town, nearest Station to Home Town where DAD office is situated.					
11	CHOICE STATION (Station(NOT Office) where DAD offices are located)	First Preference				
		Second Preference				
		Third Preference				
12	Whether EDP trained(Yes/No) (If yes, specify project)					
13	APAR GRADING (Up to two decimal places)	APAR 1	APAR 2	APAR 3	APAR 4	APAR 5
14	<b>SERVICE PROFILE ( IN DAD)</b>					
	<b>Name of Office</b>	<b>Organization</b>	<b>Whether Sensitive Assignment(Yes/No)</b>	<b>Station</b>	<b>From Date (dd/mm/yyyy)</b>	<b>To Date (dd/mm/yyyy)</b>
15	<b>Brief Grounds for choice station:</b>					
	Attach latest Medical Certificate (Not MEDICAL PRESCRIPTION & TEST REPORTS) in respect of medical cases and Service certificate showing Station & Department from the employer in case of spouse.					
16	<b>If Spouse serving in DAD, Specify Office &amp; Station of present posting</b>					
	<b>UNDERTAKING</b> It is to undertake that the information furnished above are correct  Date: <span style="float: right;"><b>(SIGNATURE OF APPLICANT)</b></span> (ALL COLUMNS ARE MANDATORY AS PER APPLICABILITY)					
17	GROUND FOR RECOMMENDATION (Hard Tenure Completion, Age, Physically Challenged %, Medical self, Medical Dependent, Serving Spouse-As per DoP&T Guideline, Home Town, Stay away)					

Date

SIGNATURE AND SEAL OF GO(AN)